



WE ARE HIRING

Office of the Vice-Chancellor

Department: Corporate Strategy and Quality Management

Director: Strategic Planning and Quality Assurance

Requirements

A BCom/BA degree (NQF Level 8) is required, with a preference for a higher degree (NQF Level 9) in Business Management (e.g., MBA/MBL) or a Master's degree in Strategy, Quality Assurance/Management. At least ten (10) years of relevant experience, including five (5) years in a management position focused on planning and strategy development. Training and/or certificates in Strategic Planning, Quality Assurance and Management, Human resources etc. at NQF level 8 will be an added advantage. Excellent people management and communication skills. Strong problem-solving and decisionmaking abilities. Proficient in converting vision and diverse strategies into a cohesive document and translating strategy into operational plans. Knowledge in Higher Education reporting, Quality Assurance, and Strategic Management of both local and international networks.

Responsibilities

The incumbent will be responsible for coordinating, leading, and overseeing the operational duties of managers, which include:

- Leading the development of the NUST Strategic Plan and Institutional Operational plan, including overseeing performance monitoring, evaluation, and review processes.
- Overseeing quality auditing of both administrative and academic operations, oversee the development and implementation of Quality Assurance policies, procedures, and guidelines to ensure compliance with national standards.
- Managing data collection, interpretation, and dissemination of administrative and academic operational activities ensuring aligned with the Strategic Plan.
- Disseminating information about the Strategic Plan and Quality Assurance activities to internal stakeholders; and responsible for management information and statutory reporting.

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EMPLOYEE VALUE PROPOSITION



Compensation



Career and Personal Growth



Work and Environment



Rewards and Recognition



Benefits

Join NUST to advance your career and shape Namibia's future in a supportive and nurturing community of learning.

Closing Date:

01 JULY 2024

The normal retirement age is 65 years.

NUST, an equal opportunity employer, invites qualified persons to submit their applications in writing, accompanied by a cover letter, a detailed Curriculum Vitae, proof of qualifications as well as the names and full contact details (including e-mail addresses) of at least three credible work-related referees to:

Private Bag 13388, 13 Jackson Kaujeua Street, Windhoek, NAMIBIA.

Applications may be emailed to recruitment@nust.na. On e-mail applications, please enter the title of the position in the subject line. All foreign qualifications must be validated by the NQA. Only shortlisted candidates will be contacted. No documents will be returned.